



DRAFT

MINUTES OF A MEETING OF THE
NASHUA ARTS COMMISSION

March 14, 2017

City Hall Auditorium

Members in attendance: Tracy Hatch, , Mitzi Barrett, Judy Carlson, John Egan, Paul LaFlamme, Rachel Rendina, Lindsay Rinaldi, Marc Thayer.

Absent: Alison Bankowski, Tina Cassidy, Bonnie Guercio, Donna Metzger,

Also present: Amy DeRoche NAC Admin

Called to order: 8:03 am

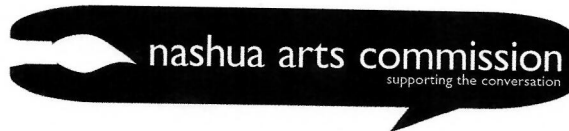
1. Minutes: Motion was made by John and seconded by Mitzi to approve the February minutes. Motion approved unanimously.

2. Public Art Policy: Tracy and Mitzi met to discuss the possible criteria for the NAC to use to evaluate the NISS recommendations. (See the attached proposal). Members of the NAC would like a map of public land for reference. Tracy asked the members of the commission to look over the proposal and if they have a suggestion or a question to contact her or Mitzi before the April meeting.

3. Current Projects: Tracy distributed the list of the current projects the NAC is working on. (See attached). She will update it for the next meeting

The meeting was adjourned in order to begin the presentations by the Grant Applicants.

Motion to adjourn made by Mitzi and seconded by Lindsay. Carried unanimously.



MEMORANDUM

To: Nashua Arts Commission
From: Tracy S. Hatch, Chairman
Date: March 14, 2017
Re: Proposed Criteria for NAC evaluation of International Sculpture Symposium Siting Recommendations

Overview: At the NAC meeting on January 10, Karen Wolfe from the Nashua International Sculpture Symposium Site Review Committee (NISS SRC) presented the NAC with a list of sites for which they are seeking approval. Mayor Donchess has asked the NAC to review the NISS requested sites and provide him with their recommendations on the sites as well.

During the discussion about whether approval should be recommended for the proposed sites, members of NAC recognized that, as this was a new responsibility for NAC, no criteria had been established to assist the NAC in making their decisions on approval. A subcommittee of the NAC was formed to develop those criteria.

Subcommittee Actions

Tracy Hatch and Mitzi Barrett met on Monday, February 27, 2017 to consider criteria. These criteria will be presented to the NAC at its March 2017 meeting, with a planned vote on adoption for the April 2017 meeting.

Subcommittee Recommendations

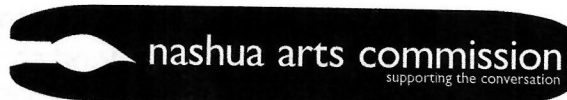
The following criteria should guide the NAC in determining whether to recommend approval of sites proposed by the NISS SRC.

1. The NAC should consider how many of the NISS SRC criteria were met and to what degree were they met.
2. The NAC should consider the geographic spread of the proposed sites through the city, also taking into consideration where existing sculptures are already placed. Priority should be given to underrepresented areas of the city.

3. The NAC should consider how many previously approved sites still remain on the list of approved sites that have not yet been used.

In addition, the subcommittee had additional areas they felt required thought, but felt those were areas better left to the NISS SRC, or were areas where the subcommittee was unable to tell if consideration was given, as the answers in those areas were either unclear or silent. . Those recommendations will be forwarded to the NISS SRC for their consideration.

1. How well lit is the area? Do the "visibility" criteria take into account day vs. night? Is lighting needed to maintain visibility at night?
2. When looking at Neighborhood Type, is consideration given to both permanent uses of the nearby land and temporary /seasonal uses to ensure that no conflicts could arise?
3. When looking at Neighborhood Type, is consideration given to who uses the area now (for example, ages of those frequenting the area,, number of users, types of uses, any crime statistics)



Feb 14
Current Projects as of ~~December 16, 2016~~

Completed projects are moved to the end of the document

Blue notes are most recent updates

1. Revision of Grants Application and Grants Process IN PROGRESS
 - a. Leads: Lindsay Rinaldi, Mitzi Barrett
 - b. Progress:
 - i. Initial presentation made at October 2016 meeting
 - ii. Discussion at November 2016 meeting
 - iii. Adopted by the NAC
 - iv. Application distribution: placed on City website; emails to previous recipients sent
 - v. Timeline for Evaluation Committee process established
 - vi. Evaluation Committee logistics and composition approved by NAC
 - vii. Evaluation Committee members invited and confirmed
 - c. Next steps:
 - i. Post-grant process: review this year's grant proposals to see if any teaks are needed (to be done in June 2017)
2. Development of Workshops IN PROGRESS
 - a. Leads: Judy Carlson
 - b. Progress:
 - i. Judy presented her research to the NAC at the September 2016 meeting
 - ii. At the November 2016 meeting, it was decided that these workshops will be funded out of the "Marketing / Workshops / Open House" line item in the NAC Budget, which is \$2,500 for FY2017
 - iii. Judy is exploring doing a workshop with the NH Division of Travel and Tourism and how to promote the arts through them. She has identified a target audience for such a workshop.
 - c. Next steps
 - i. Survey of arts organizations to determine most desirable topics
 - ii. Gauge interest from the local arts organizations on the NH Division of Travel and Tourism presentation
3. Development of Community Outreach / Open Houses IN PROGRESS
 - a. Leads: Tracy Hatch, Paul LaFlamme, Ali Bankowski
 - b. Progress:
 - i. Initial proposal discussed at October 2016 meeting

- ii. At the November 2016 meeting, it was decided that these workshops will be funded out of the "Marketing / Workshops / Open House" line item in the NAC Budget, which is \$2,500 for FY2017
 - iii. Planning update:
 - 1. Meeting held on February 28 to plan the first event
 - 2. Location of 30 Temple Street (NAAA Gallery) chosen and approved
 - 3. Symphony NH to provide entertainment
 - iv. Date of Wednesday, May 17 selected, 5:30 – 7:30 tentative time
 - c. Next steps:
 - i. Rotation of arts groups to be highlighted to be determined
- 4. Development of Marketing Plan IN PROGRESS
 - a. Leads: John Egan. Lindsay Rinaldi
- 5. Development of Public Art Criteria, including siting considerations IN PROGRESS completed
 - a. Leads: Bonnie Guercio
 - b. Progress:
 - i. Draft criteria created
 - ii. Additional draft of public art policy created; the subcommittee recommended that this be considered separately.
 - iii. At the November 2016 NAC meeting, the Draft Public Art Criteria were approved.
 - c. Next steps:
 - i. At the December 2016 meeting, it was decided that the approved criteria will be presented to the Mayor and Board of Alderman in a letter from Tracy Hatch, to be drafted by Amy DeRoche. This should be completed before the end of the year.
 - ii. A new project will be started to consider a Public Arts Policy
- 6. Website Updates to NAC page
 - a. Lead:
 - b. Progress:
 - c. Next steps:
 - i. Identify a Lead for this
 - ii. Determine what should go on the page
- 7. Public Arts Policy (added 12/13/2016)
 - a. Lead: Bonnie Guercio, Tim Cummings
 - b. Progress:
 - i. Tim Cummings provided some draft language in September 2016
 - ii. Determined that the NAC wants to / is in a position to recommend a Public Arts Policy for the City and began to explore what would be involved in doing that
 - iii. Held a preliminary meeting on January 25, 2017
 - c. Next steps:
 - i. Identify possible grant funding to support this project

- ii. Review the draft document provided by Tim in September 2016 for areas needing clarification
 - iii. Collect economic impact data on the arts in New Hampshire
 - iv. Collect and review public arts policies in other communities similar to Nashua (Erie PA, Beacon NY, North Adams MA, Lowell MA, Brattleboro VT)
- 8. Develop Criteria for the NAC to use in evaluating recommendations by the International Sculpture Symposium Site Review Committee (added 1/10/2017)
 - a. Lead: Tracy Hatch
 - b. Progress:
 - i. A meeting was held on February 27, 2017 to discuss and draft a recommended set of criteria
 - c. Next Steps:
 - i. Provide a draft of the recommended Criteria to the NAC prior to its March 2017 meeting for review
 - ii. Accept comments / suggestions through

Completed Projects:

- 1. Development of 2016-2017 Budget COMPLETED 11/2016
 - a. Lead: Tracy Hatch
 - b. Progress:
 - i. Draft budget prepared and emailed to NAC on 11/1/16; includes proposed budget categories and initial budget allocations
 - ii. The budget was amended and approved at the November 2016 meeting